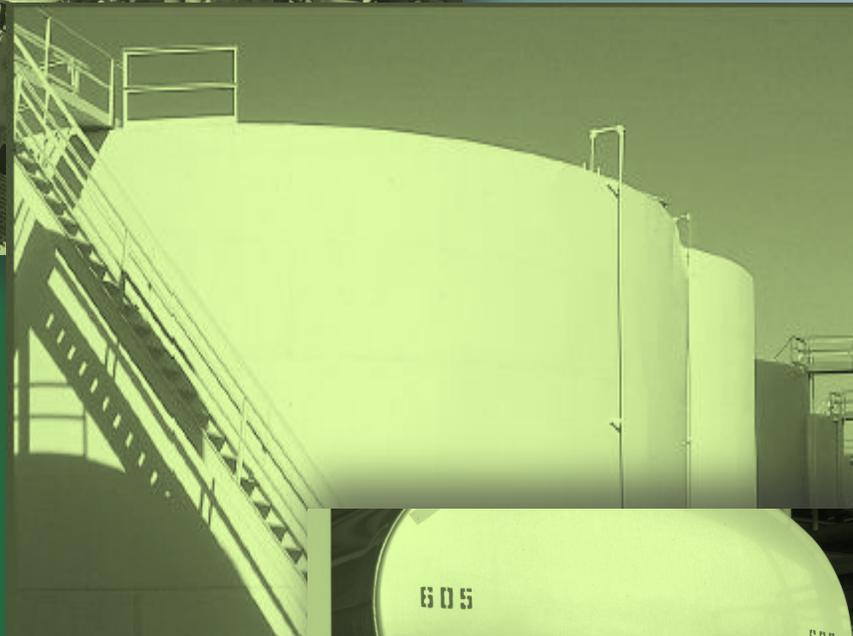


Prospector

User's Guide



Getting Started

What we will cover in this section:

- [What is Prospector](#)
- [Coordination with Other Magellan System Applications](#)
- [Becoming an Authorized User of Prospector](#)
- [Workflow Overview](#)

What is Prospector

Prospector is a proprietary web-based service developed by Magellan to allow batch owners to submit specific compliance data for products tendered to Magellan.

Batch owners and refiners are able to submit sample information for acceptance and scheduling. Additionally, batch owners and refiners are able to review past, current and open samples. Prospector also provides the ability to run sample reports for viewing and downloading.

Third party labs are able to submit the sample data on behalf of a batch owner or refiner.

Coordination with Other Magellan Systems

Magellan has implemented a "single login" system. All users of Prospector must have established a user account through the Magellan Portal at <https://www.magellanlp.com/login.aspx>. You may refer to the Magellan Portal user documentation for help in establishing a Magellan Portal account.

The Prospector App

After you have established your Magellan Portal account, you will have an option to request access to the Prospector App. Access and approval to the Prospector App will be necessary to utilize Prospector. To add others for access your company will have a portal administrator. That person would be able to add users and add access to Prospector and our other portal applications. Magellan employees do not add users after the initial setup.

Once you have logged into the Magellan Portal, you should see a screen similar to the one below:

This is the initial portal sign in screen used to Access Portal Apps

MAGELLAN
MIDSTREAM PARTNERS, L.P.

[Click here to return to magellanlp.com](#)
Please login or Sign Up to access our portal.

Username

Password

Sign in

Magellan has a 9,800-mile refined products pipeline system with 54 connected terminals as well as 25 independent terminals not connected to our pipeline system and two marine storage terminals (one of which is owned through a joint venture). In addition, we own approximately 2,200 miles of crude oil pipelines and storage facilities with an aggregate storage capacity of about 37 million barrels, of which 25 million are used for leased storage. Approximately 1,000 miles of these pipelines, the condensate splitter and 30 million barrels of this storage capacity (including 22 million barrels used for contract storage) are wholly-owned, and the remainder is owned through joint ventures.

[Magellan's Portal Use Terms](#)
[Forgot Password?](#)
[Click Here to Create a Magellan Portal Account](#)

Once in Portal Click on the "Choose Apps" link. By clicking on this link you can add access the Prospector App.

myMagellan Portal
Moving what moves America

Magellan Apps

[Choose Apps >>](#)

Select the app from the next window

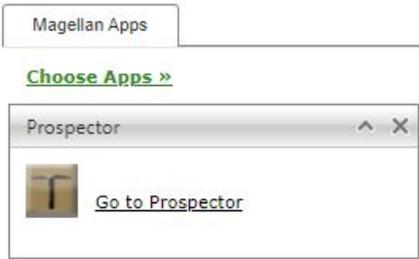
Magellan Apps

[Hide Apps >>](#)

Click on an item below to add it to your portal home page:

[Magellan News App](#) [Prospector](#)

When Prospector is successfully added to your apps it will display this when you log in to Portal



Entering Shipment Information

What we will cover in this section:

- [Searching and Selecting Shipments](#)
- [Entering Test Results](#)
- [Submitting a Sample for Verification](#)

Searching and Selecting Shipments

The shipper/refiner must first work with their scheduler and have the shipment entered into ATLAS. ATLAS will then pass the following data to Prospector:

- Origin Release ID (ORID)
- Access Code
- Product Grade
- Batch Amount
- Origin State
- Destination State
- Shipment Date

Shipper/Refiner

As the batch owner, the shipper refiner may log into Prospector to enter and modify sample data for each batch. The following screen will allow the shipper/refiner to select the batch for data entry/modification:

MAGELLAN MIDSTREAM PARTNERS, L.P.		Prospector Prospector Sample Search		User: gms_bo_409 Logout	
				Item Detail	Specifications
				Services	About Us
Origin:	All	Sample ID:			
Pump Date:	3/19/2011 to 9/18/2011	Sample Status:	All		
Last:	Samples	Tank/Line:	<i>(use * to denote wildcard)</i>		
Pump Status:	All	Reference ID:	<i>(use * to denote wildcard)</i>		
Origin Release ID:		Grade:	<i>(use * to denote wildcard)</i>		
				Search	Reset
				Export to Excel	

Prospector provides many options for searching for a shipment. Each of the following search options may be entered as single search criterion or combined to further refine your search results. You will always be required to specify a date range.

Search by Origin - If a Customer inputs data from several origin locations then they can sort for only those records.

Search by Date Range – You may narrow your search to only those samples which have been submitted within a date range you specify. You will always be required to specify a date range.

Last – You are able to narrow your search results to the most recent number of samples you specify. For example, if you only wish to view the last 10 samples submitted, you could enter “10” in this box. If you have less than 10 samples submitted, only the most recent samples will be displayed.

Pump Status – A drop-down box will allow you to filter your results based on the current status of the shipment. You would be able to view **All, Accepted, Closed, Expired, Net, Open, Pending, and Tentative** shipments.

Origin Release ID – This is a unique identifier created by ATLAS when you enter the initial shipment information into ATLAS. The Origin Release ID will be required by Third Party Labs to enter sample test data.

Grade – You may filter your results based on the product grade.

Sample ID – This is a unique identifier for a sample generated by Prospector. This field will be blank and cannot be searched. Could be used as a search criterion if the sample has not been submitted or saved.

Sample Status – You may filter your search based on the current approval status of your sample; **All, Open, Approved, Approved Waived, Approved Waived Incomplete, Rejected Waiver Denied, Waiver Pending,** and **Withdrawn**

Tank/Line – If you know from which tank or line the shipment is to be delivered, you may enter that information here for filtering your results. If the spelling does not match the tank/line originally entered you will not get any results from your search.

Reference ID – The Reference ID is a user generated identifier for the shipment. If you know this Reference ID, enter that information for filtering your results. If the spelling does not match the Reference ID originally entered you will not get any results from your search.

Third Party Labs

Third Party Lab users are not provided access to all samples from a batch owner. The Third Party Lab must be provided the Origin Release ID and the User Access Code. After the Third Party Lab has logged into Prospector, the following screen will be presented to search for the sample they wish to enter sample data:

After the Origin Release ID and User Access code for the sample has been entered and submitted, all samples associated with the submitted information will be presented.

Sample ID	ORID	Access Code	Grade	Tank/Line	Sample Vol	Origin Vol	Pump Date	Date Sample	Sample STS	Ref ID
89149	5246025	R4N8	N	JMZ	5,000	60,000	2011/08/19	2011/08/19	Open	JMZ-1
89147	5246025	R4N8	N	James	13,000	60,000	2011/08/17	2011/08/17	Open	**james**
89142	5246025	R4N8	N	James	50,000	60,000	2011/08/17	2011/08/17	Withdrawn	**james**
89141	5246025	R4N8	N	James	1,337	60,000	2011/08/17	2011/08/17	Withdrawn	**james**
89140	5246025	R4N8	N	James	5,000	60,000	2011/08/17	2011/08/17	Withdrawn	**james**
89139	5246025	R4N8	N	James	30,000	60,000	2011/08/17	2011/08/17	Withdrawn	**james**
89137	5246025	R4N8	N	James	60,000	60,000	2011/08/17	2011/08/17	Waiver Pending	James#4
89133	5246025	R4N8	N	999	60,000	60,000	2011/08/17	2011/08/17	Withdrawn	**james**
89132	5246025	R4N8	N	James	60,000	60,000	2011/08/17	2011/08/17	Approved Waived	**james**
	5246025	R4N8	N			60,000	2011/07/24			

Click on the ORID with the correct Sample ID. Selecting the correct Sample ID and ORID will bring up the Sample Detail screen as seen on the next section. If you click on a ORID that does not have a corresponding Sample ID, then you will create a new Sample ID.

Entering Test Results

Before the shipment can be accepted, the test results for the sample must be submitted. If this is the first time submitting samples for each product grade, you will have an option to set a default test group for each product grade.

Each subsequent sample submitted will default to these test groups. If you later change the test group for a product grade, you can click on the “Edit Test Groups” button and select the new test group for that product grade. All future samples will now default to newly selected test groups.

Submitting Test Results by Electronic File

Prospector allows the automatic entry of test data by uploading a text file with the test results. The data must be in a plain text file with a .txt extension. Each test value must be on a separate line, values separated by a single vertical bar. Each value must meet the following format:

WBAPIMTH|D 1298 - Method must precede every property value

WBAPI|35.6 - The property value must follow the test method

WBFLSHMTH|D 93 - this is the flash method

WBFLSH|155.3 -the flash value of 155.3

A complete list of all methods accepted for a particular grade is part of our product specifications document on our website, <https://www.magellanlp.com/WhatWeDo/ProductSpecs.aspx>. To upload the data, click the Browse button to locate your saved text file of the test data for that sample. This should open up your computer's file browser window. Navigate to the location in which or where your test data are saved. Select the data file you want to upload and click the OPEN button in the file explorer window. This window should now close and the selected file name will appear in the text box next to the Browse button.

Now click the import button to import the test data into Prospector. Prospector will then parse the data file and insert the test results for the submitted tests into the appropriate fields.

The screenshot shows the 'Prospector Sample Detail' window. The form contains the following fields:

- Origin: Wichita - CP N
- Equipment: Tank
- Tank/Line: Select Tank - or - Add
- Sample Date: 8/22/2011 Time: 15 : 25
- Pump Date: 08/22/2011 Volume: 60000
- Product: X Volume: 0 BBLs
- Reference ID: (empty field)

At the bottom of the form are buttons for 'Edit Test Groups', 'Browse...', and 'Import'. A red arrow points to the 'Reference ID' field.

Manually Entering Test Data

If you do not have the test data in an electronic file, you can also manually enter each test result value into Prospector. Simply, click on the yellow box for the test value you wish to enter and enter the value. You can use the Tab key or mouse to navigate between data entry fields.

Verify the Sample Meets Specifications

Once all of the sample test data have been entered into Prospector, click on the "Save Sample" button. Prospector will then check the data against the acceptable limits for each parameter.

If any parameter is found to be out of specification, a red box will appear next to the entered sample value. Additionally, a list of each parameter that is not within specification will appear at the top of the page in red. If you move the cursor over a red box next to a parameter, a pop-up box will appear indicating the reason why it did not meet specification. The reasons could range from no data entered, out of specification, or too many/few digits to the right of the decimal.

You must correct the following errors before you may continue.

- D 4814 equation, T(V/L=20) Vapor: Liquid Ratio, °F, [32.6], numeric precision must be exactly 0 place(s) to the right of the decimal point
- D 5453, Sulfur, ppm(vt/wt), [28.4], numeric precision must be exactly 0 place(s) to the right of the decimal point
- D 2699 Research Octane, Research, [92.00], numeric precision must be exactly 1 place(s) to the right of the decimal point
- D 2700 Motor Octane, Motor, [82.90], numeric precision must be exactly 1 place(s) to the right of the decimal point
- D 3231, Phosphorus**, g/gal, [Less than 0.003 g/gal], test value must be numeric
- D 3237, Low Level Lead**, g/gal, [Less than 0.010 g/gal], test value must be numeric
- D 3606, Benzene, Vol %, [null], Test value is empty
- D 381, Gum, Existest mg/100 ml, [0.00], numeric precision must be exactly 1 place(s) to the right of the decimal point
- D 4814 AKI Road Octane, (R-M)2, [87.45], numeric precision must be exactly 1 place(s) to the right of the decimal point
- D 4814-01a Table 1, Drivesability Index, °F Index, [null], Test value is empty
- D 4815, Total Oxygenates**, vol. %, [Oxygenates less than 0.33 wt.%], test value must be numeric
- D 5191, Reid Vapor Pressure, psi, [9.73], exceeded maximum limit 9.0
- TM 0172, NACE Corrosion, [C], Out of Specification

MAGELLAN Prospector User: gms_bo_409 [Logout](#)

Prospector Sample Detail

Origin: Wichita - CP N Equipment: Tank Tank/Line: JAZ Sample Date: 08/19/2011 Time: 10:10 Pump Date: 08/19/2011 Volume: 6000 Product: N Volume: 6000 BBLs Reference ID: JAZ-1	Sample ID: 89149 Status: Open Origin Release ID: 6246026 Last Updated by: gms_bo_409 Entered by: gms_bo_409 Date Updated: 08/19/2011 10: Date Submitted: 08/19/2011 10: Date Closed:
---	---

Remarks:

N Grade Sample Results			N Grade Sample Results			N Grade Sample Results		
Method	Property	Value	Method	Property	Value	Method	Property	Value
D 4062	API Gravity, ° API	64.8	D 3606	Benzene, Vol. %		D 525	Oxidation Stability, Induction Period min.	240
D 130 @ 122 F	Corrosion, Copper Strip	1	D 381	Gum, Existest mg/100 ml	0.00	D 86 Gasoline Distillation °F	°F 10% Evap. (D 86)	118.3
D 130 Modified	Corrosion, Silver Strip	0	D 4176	Water & Particulate, °F	46	D 86 Gasoline Distillation °F	°F 50% Evap. (D 86)	196.1
D 4814 equation	T(V/L=20) Vapor: Liquid Ratio, °F	132.6	D 4176	Water & Particulate, Rating	1	D 86 Gasoline Distillation °F	°F 90% Evap. (D 86)	306.7
D 5453	Sulfur, ppm(vt/wt)	28.4	D 4814 AKI Road Octane	(R-M)2	87.45	D 86 Gasoline Distillation °F	°F FBP (D 86)	384.4
D 2699 Research Octane	Research	92.00	D 4814-01a Table 1	Drivesability Index, °F Index		D 86 Gasoline Distillation °F	% Residue (D 86)	1.0
D 2700 Motor Octane	Motor	82.90	D 4815	Total Oxygenates**, vol. %	Oxygenates less than 0.33 wt.%	Gas Chromatograph Cfactory	Odor, wt. %	Non-offensive
D 3231	Phosphorus**, g/gal	Less than 0.003 g	D 4952	Doctor	Negative	TM 0172	NACE Corrosion	C
D 3237	Low Level Lead**, g/gal	Less than 0.010 g	D 5191	Reid Vapor Pressure, psi	9.73	Visual	Color, Visual	Undyed

** A Zero value indicates the test result was below detectable limits.
Test value is waived.

Edit Test Groups Browse... Import

N Grade Sample Results			N Grade Sample Res	
Method	Property	Value	Method	Property
D 4052	API Gravity, ° API	60.8	D 3606	Benzene, Vol. %
D 130 @ 122 F	Corrosion, Copper Strip	1a	D 381	Gum, Existent mg/100 ml
D 130 Modified	Corrosion, Silver Strip	0	D 4176	Water & Particulate, °F
D 4814 equations	T(V/L=20) Vapor/Liquid Ratio, °F	132.6	D 4176	Water & Particulate, Rating
D 5453	Sulfur, ppm(wt/wt)	28.4	<small>_ D 4814 equations, T(V/L=20) Vapor/ Liquid Ratio, [132.6], numeric precision must be exactly 0 place(s) the right of the decimal point</small>	
D 2699 Research Octane	Research	92.00	D 4814-01a Table 1	°F Index
D 2700 Motor Octane	Motor	82.90	D 4815	Total Oxygenates**, vol. %
D 3231	Phosphorus**, g/gal	Less than 0.003 g/gal	D 4952	Doctor
D 3237	Low Level Lead**, g/gal	Less than 0.010 g/gal	D 5191	Reid Vapor Pressure, psi

**** A Zero value indicates the test result was below detectable limits.**
Test value is waived.

You should correct each out of specification data entry and then click on the "Save Sample" button again. If any parameters are out of specification, then the red box will still be present. Data results which now meet specification will no longer have a red box next to the data results. Saving the sample does not submit the sample for approval; the sample status will remain "Open". Open status allows the batch owner to withdraw the sample and modify test data.

If some results do not meet specification, you may still be able to submit the results and request a waiver for the parameter(s) that did not meet the required specification. The waiver request process will be discussed below.

Submitting a Sample for Verification

All Test Values Meet Specifications

When all test value data have been entered for the sample into Prospector and the sample has been saved, you may submit the sample for approval. Simply click on the "Submit for Approval" button.

Submitted Sample Volume Exceeds Origin Volume

If the total volume that is entered into Prospector for the sample (or multiple samples) exceeds the original volume for the batch by 10%, Prospector will not accept the sample. In this case, Prospector will alert the batch owner that the sample cannot be accepted. The batch owner could choose to revise the volume submitted or withdraw the sample. Click on the check box next to the sample you wish to withdraw then click "Submit Sample" the volume of this sample will then be withdrawn.

Another option is to contact our scheduling group and have them approve the updated volume in ATLAS. That will then download a new volume limit in Prospector. If this sample is no longer open because it has been submitted then it will require a call to the Quality Program Coordinator to delete the sample entry and that will allow new sample entries. Quality Control cannot alter specific data in entries once submitted. By policy we can only remove them entirely and ask for re-submittal.

If the Origin volume is raised after entries have been approved by Prospector then the original entries will need to be removed manually by Magellan personnel. This will free up the volume again to allow new entries into Prospector for the new shipped volume.

ATLAS origin volumes are downloaded into Prospector. Old downloaded volumes are not overwritten once approved in Prospector.

MAGELLAN Prospector Sample Detail

User: qms_bo_409

Origin: Wichita - CPN

Sample Id: 89156

Status: Open

Equipment: Tank

Origin Release Id: 5246024

Last Updated by: qms_bo_409

Tank/Line: JAZ

Entered by: qms_bo_409

Date Updated: 08/23/2011 09:45

Sample Date: 8/22/2011

Pump Date: 07/21/2011

Date Close:

Product: N

Volume: 12

Reference Id: JM2-4.5

Addition of sample will exceed this origin release's maximum allowable tank volume of 66000. Select samples to withdraw. Batch owners / third party labs may only withdraw open samples on this origin release. Please contact Magellan if other samples must be withdrawn.

Total Volume:		Current Sample			
Total Volume:	79000	ID	Tank Vol.	Sampled Date	Status
Volume Withdrawn:	0	89156	12000	Mon Aug 22 00:00:00 CDT 2011	Open
New Volume:	79000				
Volume Target:	66000				

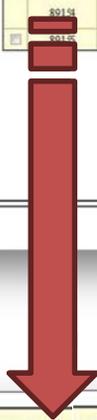
Samples for Origin 5246024				
ID	Tank Vol.	Sampled Date	Status	
89152	20,000	08/22/2011 19:44	Approved	
89153	30,000	08/22/2011 19:50	Approved	
89154	5,000	08/22/2011 19:54	Waiver Pending	
<input checked="" type="checkbox"/> 89155	12,000	08/22/2011 20:06	Open	

Submit for Approval Save Sample

N Grade Sample Results	
Method	Property
D 4052	API Gravity, ° API
D 130 @ 122 F	Corrosion, Copper Strip
D 130 Modified	Corrosion, Silver Strip
D 4814 equations	T(V/L=20) Vapor/Liquid Ratio, °F
D 5453	Sulfur, ppm(wt/wt)
D 2699 Research Octane	Research
D 2700 Motor Octane	Motor
D 3231	Phosphorus**, g/gal
D 3237	Low Level Lead**, g/gal

Grade Sample Results	
Property	Value
Oxidation Stability, Induction Period min.	240
*F 10% Evap. (D 86)	118.3
*F 50% Evap. (D 86)	196.1
*F 90% Evap. (D 86)	306.7
*F FBP (D 86)	384.4
% Residue (D 86)	1.0
Odor, wt. %	Non-offensive
NACE Corrosion	B+
Color, Visual	Undyed

** A Zero value indicates the test result was below detectable limits. Test value is waived.



Addition of sample will exceed this origin release's maximum allowable tank volume of 66000. Select samples to withdraw. Batch owners / third party labs may only withdraw open samples on this origin release. Please contact Magellan if other samples must be withdrawn.

Total Volume:		Current Sample			
Total Volume:	79000	ID	Tank Vol.	Sampled Date	Status
Volume Withdrawn:	0	89156	12000	Mon Aug 22 00:00:00 CDT 2011	Open
New Volume:	79000				
Volume Target:	66000				

Samples for Origin 5246024				
ID	Tank Vol.	Sampled Date	Status	
89152	20,000	08/22/2011 19:44	Approved	
89153	30,000	08/22/2011 19:50	Approved	
89154	5,000	08/22/2011 19:54	Waiver Pending	
<input checked="" type="checkbox"/> 89155	12,000	08/22/2011 20:06	Open	

SUBMIT SAMP_E

CANCEL

All Test Values Do Not Meet Specifications

If sample test results do not meet all product specifications or sample data are not currently available. The batch owner may request a waiver for specific quality parameters.

To submit a waiver request, enter the reason (or reasons) for the out of specification property(ies) in the Remarks section of the Sample Entry Form. After you have entered the remarks, click on the "Request Waiver" button. Please note that it is Magellan's expectation that Shippers/Refiners will attempt to fix all off specification conditions. **Only due to unusual circumstances should a waiver of a specification be requested.**

You must correct the following errors before you may continue.
 * TM 0172, NACE Corrosion, [Not performed], Out of Specification

		Prospector Prospector Sample Detail		User: qms_bo_409 Logout	
Origin: Wichta - CP N		Sample Id: 89155		Status: Open	
Equipment: Tank		Origin Release Id: 5246024		Last Updated by: qms_bo_409	
Tank/Line: JMZ		Entered by: qms_bo_409		Date Updated: 08/23/2011 09:54	
Sample Date: 8/22/2011 Time: 0:06		Date Submitted: 08/22/2011 20:07		Date Closed:	
Pump Date: 07/21/2011 Volume: 10000		Remarks: The NACE Corrosion test results will be available in 48 hours. Please accept this sample without the NACE Corrosion results now so it can be scheduled.			
Product: N Volume: 12008 BBLs		Edit Test Groups Browse Import Withdraw Request Waiver Submit for Approval Save Sample			
Reference Id: JMZ-4.4					

N Grade Sample Results			N Grade Sample Results			N Grade Sample Results		
Method	Property	Value	Method	Property	Value	Method	Property	Value
D 4052	API Gravity, ° API	0.8	D 3606	Benzene, Vol. %	1.00	D 525	Oxidation Stability, Induction Period min	240
D 130 @ 122 F	Corrosion, Copper Strip	1a	D 381	Gum, Existent mg/100 ml	0.0	D 86 Gasoline Distillation °F	°F 10% Evap. (D 86)	118.3
D 130 Modified	Corrosion, Silver Strip	0	D 4176	Water & Particulate, °F	46	D 86 Gasoline Distillation °F	°F 50% Evap. (D 86)	196.1
D 4814 equations	T(V/L=20) Vapor/Liquid Ratio, °F	13	D 4176	Water & Particulate, Rating	1	D 86 Gasoline Distillation °F	°F 90% Evap. (D 86)	306.7
D 5453	Sulfur, ppm(wt/wt)	2	D 4814 AKI Road Octane	(R-M)2	87.4	D 86 Gasoline Distillation °F	°F FBP (D 86)	384.4
D 2699 Research Octane	Research	92.0	D 4814-01a Table 1	Driveability Index, °F Index	10	D 86 Gasoline Distillation °F	% Residue (D 86)	1.0
D 2700 Motor Octane	Motor	92.9	D 4815	Total Oxygenates**, vol. %	0	Gas Chromatograph/Olfactory	Odor, wt %	Non-offensive
D 3231	Phosphorus**, g/gal	0	D 4952	Doctor		TM 0172	NACE Corrosion	Not performed
D 3237	Low Level Lead**, g/gal	0	D 5191	Reid Vapor Pressure, psi		Visual	Color, Visual	Undyed

Sample Id:	89155	Status:	Open
Origin Release Id:	5246024	Last Updated by:	qms_bo_409
Entered by:	qms_bo_409	Date Updated:	08/23/2011 09:54
Date Submitted:	08/22/2011 20:07	Date Closed:	
Remarks:	The NACE Corrosion test results will be available in 48 hours. Please accept this sample without the NACE Corrosion results now so it can be scheduled.		
Withdraw Request Waiver Submit for Approval Save Sample			

The Waiver process

Once a waiver is requested a notification will be sent to the Quality Program Coordinator for review. If the waiver is granted, then the status of the sample will be changed to Waiver Approved. If the waiver request is not granted, then the sample status will be changed to Waiver Rejected. Please note that Magellan systems take time to process the request. The Quality Program Coordinator may not have the data immediately. The same goes for our operations group. They would be the next receiver of the approval to pump the batch. Waivers submitted near to the scheduled pump time may result in line shutdowns. **Note:** Third Party Lab's will be able to submit a waiver request. After saving the sample, the lab will need to notify the batch owner that the sample does not meet Magellan's specification.